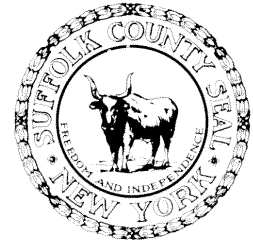


# SUFFOLK COUNTY DEPARTMENT OF

## CIVIL SERVICE



Steve Levy  
Suffolk County Executive

### ANNOUNCES

#### PRESS RELEASE #2

January 26, 2009

#### PUBLIC NOTICE

This is a summary of forthcoming examinations. Applicants are advised to see the official examination announcement for complete details.

**FOR THE MOST CURRENT EXAMINATION ANNOUNCEMENT INFORMATION, PLEASE GO TO OUR WEBSITE AT: <http://www.suffolkcountyny.gov/civilservice> AND SELECT "CURRENT LIST OF EXAMS."**

**If it becomes necessary to amend any announcement or current Press Release, all changes will be posted on the department's web page at this URL.**

#### DEPARTMENT LOCATION

The Suffolk County Department of Civil Service maintains its principal office at:+

725 Veterans Memorial Highway, Building #158

P.O. Box 6100

Hauppauge, NY 11788-0099

Telephone: 631-853-5500

Fax: 631-853-6370

#### INTERNET HOME PAGE

Press Releases (Examination Announcement Summary), examination announcements, expanded subtest descriptions (when available), and job specifications can be obtained from the Suffolk County home page <http://www.suffolkcountyny.gov/civilservice> at:

#### APPLICATION PROCESSING FEE

A separate application is required for each examination (identified by examination number) for which you are applying. Each application **MUST** be accompanied by a non-refundable, non-transferable application processing fee. Unless otherwise noted on the examination announcement, the application processing fee is \$35.00 for each open-competitive application filed and \$25.00 for each promotional application filed. **DO NOT SEND CASH.** Make your check or money order payable to the Suffolk County Department of Civil Service. Please indicate the examination title and your social security number on the face of your check or money order.

#### APPLICATION FEE WAIVER

The application processing fee may be waived for Suffolk County resident veterans, auxiliary police, volunteer firefighter or EMT. The fee may also be waived if you are unemployed and for recipients of Medicaid, SSI, Public Assistance or those in a training program under the Job Training Partnership Act/Workforce Investment Act administered by a state or local social service agency. **All claims for application fee waiver are subject to verification. If you can verify eligibility for application fee waiver, complete a "Request for Application Fee Waiver and Certification" form and submit it with your application. The waiver application is available on request from the Civil Service Department or on our website under "Online Forms."**

#### OPEN FILING SYSTEM

The Suffolk County Department of Civil Service accepts applications for most titles before a test is announced.

#### INTERNET FILING

Candidates for all promotional examinations and selected open competitive examinations may file on the internet. For more information visit our home page at: <http://www.suffolkcountyny.gov/civilservice>.

**APPLICATIONS FOR EXAMINATIONS THAT INVOLVE TRAINING AND EXPERIENCE EVALUATIONS** A candidate who filed for a training and experience examination more than six months prior to the last filing date is advised to amend his or her application to include current information. Candidates are also advised to request from the Department of Civil Service a copy of the official examination announcement which fully describes all the information that must be included in your application. (When critical information is vague or missing, candidates may receive no credit for that part.)

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**VETERANS CREDIT UPDATE**

The New York State Legislature has amended Section 85 of the *Civil Service Law* to expand the period of service for the Vietnam Conflict. Effective July 26, 2006, individuals who served in the armed forces of the United States at any time between February 28, 1961 through May 7, 1975, qualify for status as wartime veteran.

\*\*\*\*\*  
**LAST FILING DATE      JANUARY 28, 2009**  
**SPECIFICATION #      TITLE**

4010                      RECREATION SUPERVISOR OC  
  
4010                      RECREATION SUPERVISOR PR

**WRITTEN TEST DATE: FEBRUARY 7, 2009**  
**ANNUAL SALARY**

\$45,571                  Grade 21  
Usual Annual Salary \$39,204\*\*  
\$45,571                  Grade 21  
Usual Annual Salary \$39,204\*\*

\*\*\*\*\*  
**LAST FILING DATE      JANUARY 28, 2009**  
**SPECIFICATION #      TITLE**

8480                      CITIZEN ADVOCATE OC  
5822                      EMERGENCY PREPAREDNESS & SAFETY TRAINER OC  
0280                      INTERGOVERNMENTAL ANALYST I OC  
0740                      PROGRAM EXAMINER TRAINEE OC  
  
0983                      PUBLIC RELATIONS DIRECTOR OC  
  
5821                      TOWN EMERGENCY PREPAREDNESS  
                                 COORDINATOR OC  
7345                      TOWN PARK MAINTENANCE SUPERVISOR OC

**WRITTEN TEST DATE: MARCH 7, 2009**  
**ANNUAL SALARY**

Usual Annual Salary \$44,000\*\*  
Usual Annual Salary \$49,521\*\*  
\$41,577                  Grade 19  
\$37,949                  Grade 17  
Usual Annual Salary \$42,000\*\*  
\$60,761                  Grade 28  
Usual Annual Salary \$45,000-\$72,500\*\*

\*\*\*\*\*  
**LAST FILING DATE      JANUARY 28, 2009**  
**SPECIFICATION #      TITLE**

2236                      PHARMACIST I OC

**TRAINING & EXPERIENCE**  
**ANNUAL SALARY**

\$53,505                  Grade 25

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**LAST FILING DATE      FEBRUARY 4, 2009**  
**SPECIFICATION #      TITLE**

3195                      CAREER GUIDANCE TECHNICIAN OC  
1549                      RUNAWAY COORDINATOR OC

**WRITTEN TEST DATE: MARCH 7, 2009**  
**ANNUAL SALARY**

Usual Annual Salary \$35,043\*\*  
\$45,571                  Grade 21

\*\*\*\*\*  
**LAST FILING DATE      FEBRUARY 4, 2009**  
**SPECIFICATION #      TITLE**

0101                      SWITCHBOARD OPERATOR OC

**WRITTEN TEST DATE: MARCH 14, 2009**  
**ANNUAL SALARY**

\$27,170                  Grade 9  
Usual Annual Salary \$32,331-\$34,399\*\*

\*\*\*\*\*  
**LAST FILING DATE:      FEBRUARY 11, 2009**  
**SPECIFICATION#      TITLE**

1039                      ASSOCIATE MECHANICAL ENGINEER PR  
5202                      CONSUMER AFFAIRS INVESTIGATOR I-  
                                 PLUMBING OC  
5212                      CONSUMER AFFAIRS INVESTIGATOR II PR  
2903                      HANDICAPPED SERVICES COORDINATOR OC  
8013                      SCHOOL CUSTODIAL SUPERVISOR OC  
8013                      SCHOOL CUSTODIAL SUPERVISOR PR

**WRITTEN TEST DATE: MARCH 21, 2009**  
**ANNUAL SALARY**

\$72,349                  Grade 32  
  
\$39,724                  Grade 18  
\$49,433                  Grade 23  
Usual Annual Salary \$64,897\*\*  
Usual Annual Salary \$66,078\*\*  
Usual Annual Salary \$66,078\*\*

\*\*\*\*\*  
**LAST FILING DATE      FEBRUARY 18, 2009**  
**SPECIFICATION #      TITLE**

0560                      INFORMATION TECHNOLOGY PROJECT

**TRAINING & EXPERIENCE**  
**ANNUAL SALARY**

	COORDINATOR OC	\$58,255	Grade 27
2263	FORENSIC SCIENTIST II (SEROLOGY) PR	\$66,216	Grade 22 Step 8
2284	FORENSIC SCIENTIST III (BALLISTICS) PR	\$77,961	Grade 26 Step 8
7463	WASTEWATER TREATMENT PLANT OPERATOR (2A) OC	Usual Annual Salary \$37,148**	
7465	WASTEWATER TREATMENT PLANT OPERATOR (3A) OC	\$34,661**	Grade 15
7465	WASTEWATER TREATMENT PLANT OPERATOR (3A) PR	\$34,661**	Grade 15

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**LAST FILING DATE**    **APRIL 8, 2009**

**SPECIFICATION #**    **TITLE**

0021            CLERK TYPIST OC

0020            CLERK TYPIST (SPANISH SPEAKING) OC

**WRITTEN TEST DATE: MAY 16, 2009**

**ANNUAL SALARY**

\$27,170\*\*        Grade 9

\$27,170\*\*        Grade 9

**THE FILING FEE FOR THIS EXAM IS \$35.00.** Application may be made via the internet at [www.suffolkcountyny.gov/civilservice](http://www.suffolkcountyny.gov/civilservice). Payment must be made by VISA or Mastercard credit card and there will be an additional convenience fee of \$1.95. An acknowledgement of receipt of application will be sent to all internet applicants via e-mail.

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**APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:**

**SPECIFICATION #**    **TITLE**

2041            CLINICAL NURSE PRACTITIONER OC

2670            EMERGENCY MEDICAL TECHNICIAN (BASIC) OC

**ANNUAL SALARY**

Annual Salary Range \$58,255-\$89,001    Grade 27

Usual Annual Salary Range \$30,214.08-\$38,667.00\*\*

2673            EMERGENCY MEDICAL TECHNICIAN  
(CRITICAL CARE) OC

Usual Annual Salary Range \$35,360-\$40,000\*\*

2674            EMERGENCY MEDICAL TECHNICIAN  
(PARAMEDIC) OC

Usual Annual Salary Range \$35,360-\$40,000\*\*

2305            OCCUPATIONAL THERAPIST OC

Annual Salary \$45,571\*\*    Grade 21

2321            PHYSICAL THERAPIST OC

Annual Salary \$45,571        Grade 21\*\*

2020            PUBLIC HEALTH NURSE I OC

Annual Salary \$49,851        Grade 21 Step 2

\*\*\*\*\*

OC -            OPEN-COMPETITIVE

\*    PER 2007 CONTRACT

PR -            PROMOTIONAL

\*\*    SALARIES VARY BY JURISDICTION

\*\*\*\*\*

**RECREATION SUPERVISOR OC** REQUIRES: Either: (a) Graduation from a New York State or Regionally accredited college or university with a Bachelor's Degree\*, and one (1) year of experience in the supervision of a recreation program; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and five (5) years of experience in the supervision of a recreation program; or, (c) An equivalent combination of the above education and experience as defined by the limits of a) and b).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**RECREATION SUPERVISOR PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Recreation Center Manager for one (1) year, a(n) Assistant Recreation Center Manager or Senior Recreation Leader for two (2) years or as a Recreation Leader for three (3) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

**CITIZEN ADVOCATE OC** REQUIRES: Either: (a) Graduation from high school or possession of a high school equivalency diploma and five years of experience in community or social service or a related field with responsibility for assisting individuals in resolving complaints and/or obtaining needed services; or (b) Graduation from a New York State or Regionally accredited college or university and one (1) year of experience as described in (a); or (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**EMERGENCY PREPAREDNESS & SAFETY TRAINER OC** REQUIRES: Either: (a) Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree\* and two (2) years of experience as an instructor or administrator for in-service training programs, one (1) year of which must have included the development or implementation of employee safety, disaster mitigation or accident prevention programs, plus an additional one (1) year of experience as either a paid or volunteer member of a fire

department actively involved in firefighting and fire safety; or (b) Graduation from a standard high school or possession of a high school equivalency diploma and six (6) years of experience as an instructor or administrator for in-service training programs, one (1) year of which must have included the development or implementation of employee safety, disaster mitigation or accident prevention programs, plus an additional one (1) year of experience as either a paid or volunteer member of a fire department actively involved in firefighting and fire safety; or (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

**NECESSARY SPECIAL REQUIREMENTS:** At the time of appointment and during employment in this title employees must possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation requirements of the position.

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**INTERGOVERNMENTAL ANALYST I OC** **REQUIRES:** Either: (a) Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree\*, and one (1) year of experience in public administration, business administration, researching and analyzing legislation, lobbying, grants administration and/or federal and state program administration; or (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and five (5) years of experience in public administration, business administration, researching and analyzing legislation, lobbying, grants administration and/or federal and state program administration; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**PROGRAM EXAMINER TRAINEE OC** **REQUIRES:** Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree\*.

Candidates currently enrolled in their final year of baccalaureate studies will be permitted to compete in this examination on a pending basis. Pending candidates who fail to complete all degree requirements by June 30, 2009 will be disqualified from the competition and all pending candidates passing the examination must furnish proof that degree requirements were completed by this date.

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**PUBLIC RELATIONS DIRECTOR OC** **REQUIRES :** Either: (a) Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree\* in Journalism, Advertising or Liberal Arts, and six (6) years of experience in newspaper, magazine, marketing, managerial sales or public relations work which regularly involved writing or editing responsibilities; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and ten (10) years of experience in newspaper, magazine, marketing, managerial sales or public relations work which regularly involved writing or editing responsibilities; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

**NOTE:** Additional relevant education\* beyond a Bachelor's Degree from a New York State or regionally accredited college or university will be substituted for experience on a year-for-year basis.

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**TOWN EMERGENCY PREPAREDNESS COORDINATOR OC** **REQUIRES:** Either: (a) Graduation from high school or possession of a high school equivalency diploma, and six (6) years experience in the supervision and administration of a public safety or emergency preparedness program; or, (b) Satisfactory equivalent combination of the above education and experience.

**TOWN PARK MAINTENANCE SUPERVISOR OC** **REQUIRES:** Graduation from a standard senior high school or possession of a high school equivalency diploma, and four (4) years of experience in the performance or direction of a variety of maintenance or construction activities.

**NOTE:** Additional experience as described above will be substituted for the high school education on a year-for-year basis.

**CAREER GUIDANCE TECHNICIAN OC** **REQUIRES:** Either: (a) Graduation from a New York State or Regionally accredited college or university with an Associate's Degree\*; or, b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of experience working with youth in an educational facility; or, (c) An equivalent combination of the above education and experience as defined by the limits of a) and b).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**RUNAWAY COORDINATOR OC** **REQUIRES:** Either: (a) Graduation from a New York State or Regionally accredited college or university with a Bachelor's Degree\* and two years of experience in adolescent social work; or, (b) Graduation from High School or

possession of a high school equivalency diploma and six years of experience in adolescent social work; or, (c) An equivalent combination of training and experience as defined by the limits of (A) and (B).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**PHARMACIST I OC** REQUIRES: Graduation from a New York State or Regionally accredited college or university with a Bachelor's Degree\* in Pharmacy.

**NECESSARY SPECIAL REQUIREMENT** - At the time of appointment and during employment in this title, candidates must possess a Pharmacist License issued by the New York State Department of Education.

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable. \*\*Please attach to the application a copy of your current Pharmacist License issued by the New York State Department of Education.

**SWITCHBOARD OPERATOR OC** REQUIRES: There are no minimum education or experience requirements for this position.

**ASSOCIATE MECHANICAL ENGINEER PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as an Energy Engineer for one (1) year or as a Senior Mechanical Engineer for two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

**NECESSARY SPECIAL REQUIREMENT**

Candidates must maintain a Professional Engineer's License issued by the State of New York while employed in this title.

**CONSUMER AFFAIRS INVESTIGATOR I – PLUMBING OC** REQUIRES: One (1) year of experience as a plumber, and either: (a) Graduation from a New York State or Regionally accredited college or university with a Bachelor's Degree\*; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and four (4) years of experience as a plumber or in investigating consumer complaints; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

**NECESSARY SPECIAL REQUIREMENT**

At the time of appointment and during employment in this title, employees will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation requirements of the job. Possession of a valid New York State driver's license at the time of appointment; appointees must maintain a valid license throughout employment in this title.

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**CONSUMER AFFAIRS INVESTIGATOR II PR** – REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Consumer Affairs Investigator I, Consumer Affairs Investigator I Electrical, Consumer Affairs Investigator I Home Improvement or Consumer Affairs Investigator I Plumbing in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

**NECESSARY SPECIAL REQUIREMENT**

At the time of appointment and during employment in this title, employees will be required to possess a valid license to operate a motor vehicle in New York State, or otherwise demonstrate their capacity to meet the transportation requirements of the job.

**HANDICAPPED SERVICES COORDINATOR OC** – REQUIRES: Either: (a) Graduation from a New York State or Regionally accredited college or university with a Bachelor's Degree\*, and two (2) years of experience in the delivery of health, social, educational, recreational or community services for the disabled or in the field of counseling the disabled; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and six (6) years of experience in the delivery of health, social, educational, recreational or community services for the disabled or in the field of counseling the disabled; or, (c) An equivalent combination of education and experience as determined by the limits of a) and b).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**SCHOOL CUSTODIAL SUPERVISOR OC** - REQUIRES: Either: (a) Graduation from a standard senior high school or possession of a high school equivalency diploma, and five (5) years of experience in the supervision of custodial and/or building maintenance functions; or, (b) Nine (9) years of experience in the supervision of custodial and/or building maintenance functions.

**NOTE:** Relevant additional education\* beyond high school from a New York State or regionally accredited college or university will be substituted for the above experience on a year-for-year basis up to a maximum of four (4) years.

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**SCHOOL CUSTODIAL SUPERVISOR PR** - REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Chief Custodian in the jurisdiction in which the candidate seeks promotion for at least one (1) year immediately preceding the written examination date.

**INFORMATION TECHNOLOGY PROJECT COORDINATOR OC** REQUIRES: (a) Graduation from a New York State or regionally accredited college or university with a Bachelor's Degree\* in Information Technology, Computer Science, Mathematics, or related field and four (4) years of administrative experience in managing and implementing information technology projects. At least two (2) years must involve managing financial based systems. (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and eight (8) years of administrative experience in managing and implementing information technology projects. At least two (2) years must involve managing financial based systems. (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

\*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

**FORENSIC SCIENTIST II (SEROLOGY) PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Forensic Scientist I (Serology) in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the last filing date.

**NECESSARY SPECIAL REQUIREMENT**

At the time of appointment and during employment in this title, employees will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation needs of the job.

**FORENSIC SCIENTIST II I (BALLISTICS) PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Forensic Scientist II (Ballistics) in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the last filing date.

**NECESSARY SPECIAL REQUIREMENT**

At the time of appointment and during employment in this title, employees will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation needs of the job.

**WASTEWATER TREATMENT PLANT OPERATOR (2A) OC** REQUIRES: Possession of a Type 2A, 3A or 4A Wastewater Treatment Plant Operator's certificate\* issued by the New York State Department of Environmental Conservation.

**NECESSARY SPECIAL REQUIREMENTS**

Candidates must maintain a Grade 2A, 3A or 4A Certificate, issued by the New York State Department of Environmental Conservation, while employed in this title. Depending upon the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation requirements of the position.

\*Please attach to the application a copy of your New York State Type 2A, 3A or 4A Wastewater Plant Operator's certificate.

**WASTEWATER TREATMENT PLANT OPERATOR (3A) OC** REQUIRES: Possession of a Type 3A or 4A Wastewater Treatment Plant Operator's certificate issued by the New York State Department of Environmental Conservation.

**NECESSARY SPECIAL REQUIREMENTS**

Candidates must maintain a Grade 3A or 4A Certificate, issued by the New York State Department of Environmental Conservation, while employed in this title. Depending upon the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation requirements of the position.

\*Please attach to the application a copy of your New York State Type 3A or 4A Wastewater Plant Operator's certificate.

**WASTEWATER TREATMENT PLANT OPERATOR (3A) PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent non-competitive status as a Senior Wastewater Treatment Plant Helper for two (2) years or as a Wastewater Treatment Plant Helper for four (4) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

**NOTE:** Candidates must possess a Type 3A or 4A Wastewater Treatment Plant Operator's certificate, issued by the New York State Department of Environmental Conservation.

**NECESSARY SPECIAL REQUIREMENT**

Candidates must maintain a Grade 3A or 4A Certificate, issued by the New York State Department of Environmental Conservation, while employed in this title. Depending upon the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their capacity to meet the transportation requirements of the position.

**CLERK TYPIST OC** REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

**CLERK TYPIST (SPANISH SPEAKING) OC** REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

**CLINICAL NURSE PRACTITIONER OC** REQUIRES: Graduation from a regionally accredited or New York State registered college or university with a Master's Degree\* in nursing with specialization in a definite area of practice plus a minimum of two (2) years experience in general clinical nursing including at least one (1) year of experience in the area of specialization; or, satisfactory completion of a Nurse Practitioner program registered by the New York State Education Department and two (2) years experience as a nurse practitioner.

**NECESSARY SPECIAL REQUIREMENT** - Possession of a New York State Registered Professional Nurse License. Certification as a Nurse Practitioner by New York State Department of Education. The clinical specialty relevant to the specific position will be determined by the department.

\*Please attach to the application a copy of your college transcript(s) which includes the date the degree was granted; also, copies of your current nursing license and certification as Nurse Practitioner.

**EMERGENCY MEDICAL TECHNICIAN (BASIC) OC** REQUIRES: Possession of one of the following certificates\* issued by the New York State Department of Health: Emergency Medical Technician-Basic Certificate; Emergency Medical Technician-Intermediate Certificate; Emergency Medical Technician-Critical Care Certificate; or Emergency Medical Technician-Paramedic Certificate.

\*Please attach to the application a copy of your currently valid certificate.

**NECESSARY SPECIAL REQUIREMENTS (VARY BY JURISDICTION)**

1. Candidates must maintain a current appropriate Emergency Medical Technician Certificate throughout employment in this position.
2. Candidates may be required to possess the appropriate New York State driver's license, and maintain such license throughout employment in this position.
3. Candidates must be free of any speech or hearing defects which would impair functioning in this position.

Possession of an Emergency Medical Technician-Paramedic Certificate issued by the New York State Department of Health.

\*Please attach to the application a copy of your currently valid certificate.

**EMERGENCY MEDICAL TECHNICIAN (CRITICAL CARE) OC** REQUIRES: Possession of one of the following certificates\* issued by the New York State Department of Health: Emergency Medical Technician-Critical Care; or Emergency Medical Technician-Paramedic.

\*Please attach to the application a copy of your currently valid certificate.

**NECESSARY SPECIAL REQUIREMENTS**

1. Candidates must maintain a current appropriate Emergency Medical Technician Critical Care or Paramedic Certificate throughout employment in this position.
2. Candidates may be required to possess the appropriate New York State driver's license, and maintain such license throughout employment in this position.
3. Candidates must be free of any speech or hearing defects which would impair functioning in this position.

**EMERGENCY MEDICAL TECHNICIAN (PARAMEDIC) OC** REQUIRES: Possession of an Emergency Medical Technician-Paramedic Certificate issued by the New York State Department of Health.

\*Please attach to the application a copy of your currently valid certificate.

**NECESSARY SPECIAL REQUIREMENTS**

1. Candidates must maintain a current appropriate Emergency Medical Technician-Paramedic certificate throughout employment in this position.
2. Candidates may be required to possess the appropriate New York State driver's license, and maintain such license throughout employment in this position.
3. Candidates must be free of any speech or hearing defects which would impair functioning in this position.

**OCCUPATIONAL THERAPIST OC** REQUIRES: Possession of a Registered Occupational Therapist's license, issued by the New York State Department of Education. Appointees must maintain a current registration throughout their employment in this title.

**NOTE:** A copy of the license must accompany the application. The applications of those candidates not in possession of the above stated license will not be evaluated.

**PHYSICAL THERAPIST OC** REQUIRES: Possession of a license\*\* to practice Physical Therapy in the State of New York. Appointees must maintain a current license throughout their employment in this title.

**\*\*NOTE:** A copy of your Physical Therapist license and current Physical Therapist registration must accompany the application. The applications of those candidates not in possession of the required license and registration will not be evaluated.

**PUBLIC HEALTH NURSE I OC** REQUIRES: Graduation from an accredited college or university with a Bachelor's Degree\* in Nursing in a course of study approved by the New York State Public Health Council.

**NECESSARY SPECIAL REQUIREMENTS** Possession of a Registered Professional Nurse license issued by the New York State Department of Health and a valid New York State driver's license at time of permanent appointment. Licenses must be maintained throughout employment in this title.

**\*NOTE:** Please submit official college transcript(s) of all course work as required by the New York State Sanitary Code. Student copies are not acceptable.

**NOTE:** A copy of the Registered Nurse license must accompany the application.

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